

Blake DeRouchey
HSEMD

Andy Buffington
Communications Center

Vacant
EMS

Vacant
Emergency Management

Angela Clouser
Member-At-Large

Vacant
Fire Department (Volunteer)

Vacant
Sheriff's Office

Jason Schluttenhofer
Sheriff's Office

Michele Bischof
Fire Department

Tom Lampe
Iowa DPS

Vacant
Municipal Police
Department

Vacant
ILEA

David Ness
Municipal Police
Department

Wendi Hess
Communications Center

Cindy Heick
Iowa DPH

Peter Huffman
Iowa DOT

Trace Kendig
Iowa DNR

Patrick Updike
Iowa DOC

Annette Dunn
Office of the CIO

Legislative Members
Senator Jim Lykam
Senator Tim L. Kapucian
Representative Bob Kressig
Representative Jarad Klein

Meeting Minutes
Iowa Statewide Interoperable Communications System Board
September 10, 2020
10:30 a.m – 12:00 p.m.

GoTo Meeting Link:

<https://global.gotomeeting.com/join/284112749>

Conference Call to Listen [+1 \(312\) 757-3121](tel:+13127573121)
Access Code: 284-112-749

Meeting called to order by Chair Lampe at 10:30 a.m.

The meeting was conducted via GoTo Meeting. The GoTo Meeting conference telephone line and the meeting room was opened for board members and public listening and comment.

Eleven voting board members attended, via GoTo Meeting, establishing a quorum.

Voting Members in Attendance via GoTo Meeting and GoTo

Conference Line: Michele Bischof, Andy Buffington, Blake DeRouchey, Cindy Heick, Wendi Hess, Peter Huffman, Trace Kendig, Tom Lampe, David Ness, Haley Nichols (representing ILEA), Patrick Updike

Non-Voting in Attendance: Administrative Assistant Hollie Davidson, SWIC Chris Maiers

Absent: Angela Clouser, Annette Dunn, Jason Schluttenhofer

Guests: Ryan Fields, Andy Sackreiter, Danny Noble, Stacy Schwartz, Connie Stufflebeem, Michelle Kingrey, Rhonda Braudis, Tammy Rodriguez, Jim Lundsted, Curtis Pion, Luke Erpelding, David Barnett, Duane Vos, Brent Long, Andy Nichols, Steven Gray, Kyle Richardson, Doug McCasland, Mindy Benson, Rob Dehnert, Rob Rotter, Brad Button, Melvin Mercado, Tracey Bearden

Approval of Agenda: Michele Bischof made a motion to approve today's agenda. Peter Huffman seconded the motion. All in favor. Motion passes

Approval of Minutes: David Ness made a motion to approve the August 2020 meeting minutes. Peter Huffman seconded the motion. All in favor. Motion passes

SWIC Report: SWIC Maiers reports that he has been coordinating with agencies regarding post derecho response efforts. This coordination has included state, local and federal agencies.

SWIC Maiers reports he continues to work with Committees to assist with any needs.

SWIC Maiers has been tracking policies that are out for public comment.

StatusBoard is working well, and there have been no outages in the past month. Training and user sign-up is ongoing.

E911 Council Report & E911 Program Manager: 911 Program Manager Blake DeRouchey reports that successful migrations from the legacy landline 911 traffic onto the Next-Generation network are complete at fifteen PSAPs.

Mr. DeRouchey reports that future migrations are now on hold for approximately 2-3 weeks, due to issues related to local telco's location data not populating in the ALI database.

Mr. DeRouchey reports that they are exploring plans to use FirstNet as a secondary remote host service as an addition to the ICN connection. However, this has also been put on hold for the time being due to the derecho and is expected to commence at the end of September.

The 911 Council has approved training for ILEA called *Cultural Diversity Ripped From the Headlines* that will take place in May 2021.

Regarding the derecho response, the State Emergency Operations Center remained active for approximately three weeks for derecho response. Collaboration with the Iowa Utilities Board and electrical utilities was done to help restore power and other services.

There were issues with internet backhaul and cell phone tower outages. Mr. DeRouchey thanked Jim Lundsted for his assistance in getting the FCC disaster reporting tool activated.

There will be a strategy session with the Utilities Board regarding the communications response efforts throughout the derecho.

Chair Lampe asked for an overview regarding Next-Generation 911 landline migration. Mr. DeRouchey explains that the old wirelines are being transferred to the improved Next-Gen 911 high-speed internet network. This will add more capabilities and features in the long-term. Mr. DeRouchey also elaborated on more NG911 projects.

User Group Committee (UGC): UGC Chair Andy Buffington reports he will be stepping aside as UGC Chair once a replacement Chair for the UGC can be found.

The UGC met and reviewed applications. There are two updated users and one new user up for approval in New Business.

Chair Lampe expressed the importance of getting the UGC Chair position filled as soon as possible.

Finance Report: SWIC Maiers reports that he is still searching for a Finance Committee Chair.

Monthly net expenditures during August for the Interoperable and Broadband Communications Fund were \$4,794. The August ending balance was \$249,123. Monthly expenditures during August for the SLIGP 2.0 grant were \$10,588. Of that amount, \$8,470 were federal expenditures. The remaining federal amount available from the grant is \$287,485.

SWIC Maiers reports that the quarterly SLIGP 2.0 call with Carolyn Dunn from NTIA went well. There was a discussion regarding the soft match numbers and the number of Governance meetings held. A discussion also took place regarding the end of the SLIGP 2.0 grant and a potential timeline for closing out the grant.

Governance Committee: Governance Committee Chair Peter Huffman reports the Committee met and discussed the audible alert tone standard. There were no concerns with the standard, and the Committee approved presenting this to the Board for approval. This standard will be brought to the Board at the October ISICSB meeting.

Operations Committee: Operations Chair Michele Bischof reports that the Committee continues to meet and is currently discussing the memorialization of the talkgroup names and the best method for approaching this.

Outreach Committee: SWIC Maiers reports that the next outreach is scheduled for September 29, 2020, at the Ericson Public Library in Boone. It will include training on the consolettes/control stations given to PSAPs along with FirstNet outreach. Currently, there are 22 individuals registered for the event.

Training/Exercise Committee: SWIC Maiers reports that Rhonda Braudis is the new Training Committee Vice-Chair.

Vice-Chair Braudis reports that the Committee met and discussed training modules.

There are two classes scheduled – Standard Operating Procedures on September 15th and 16th, and a training for Encryption Usage for Technical Staff on September 30th.

Chair Lampe states that he would like the Training Committee to review all of the policies and standards currently in place and ensure all training requirements are met. Chair Lampe would like this completed within the next six months.

Technology Committee: Technology Committee Chair Patrick Updike reports that the Committee met twice and discussed the VLAW31 and the associated CTSS tones. Based on

survey information collected, it may be advantageous to remove the CTSS tone on the receive side. Chair Updike requested that SWIC Maiers discuss the survey. SWIC Maiers gave an overview of the origin of the study and the results.

Chair Updike then discussed updating the ISICSB ICS-217A to include the new VLOW31 programming recommendation and other resources that may be added, such as the 700 MHz Air-to-Ground Channels.

Chair Updike also discussed a VCALL10 document that outlines how PSAPs can utilize VCALL10 as a potential interoperability channel that VHF users could incorporate into their PSAP if VHF equipment is available for reprogramming.

FirstNet Broadband Committee: FirstNet Broadband Committee Chair Michele Bischof reports the Committee met and received updates from AT&T regarding the derecho response. The Committee will be working with AT&T and FirstNet to discuss what happened and what the expectations were.

Chair Bischof reports that because of the lengthy discussion regarding the derecho response, the Committee was unable to discuss the Stakeholder document and was tabled until the October FirstNet Committee meeting.

LEA Committee: LEA Committee Chair Connie Stufflebeem reports that the Committee met, and there is very little traffic on the LEA channel and is showing significant progress. The LEA end-of-life date is on target for November 1, 2020.

Chair Stufflebeem reports that all PSAPs have answered a test call.

One county is currently being monitored due to a few issues.

LEA announcements continue as previously scheduled.

Chair Lampe reports that some radios need audio level setting adjustments.

Other Reports:

Information Sharing Board Members: Chair Lampe gave an overview of the derecho response regarding the deployment of the West STR trailer. Chair Lampe reports that in Clinton County, a tower collapsed. Local VHF radio traffic is being directed to other towers, and they are experiencing coverage issues. The West STR trailer was brought in to assist with adding additional coverage. The West STR trailer is connected to the ISICS core, allowing it to function like a normal ISICS site rather than an isolated tower in site trunking. DPS has been assisting Clinton County and programming radios for them.

SWIC Maiers also reports the East STR trailer is deployed in Atkins, Iowa, and is providing VHF assistance and coverage following the derecho. There is no timeline of how long the STR deployments will last.

Chair Lampe announced that he would be officially retiring from DPS as a sworn officer on October 29, 2020. Chair Lampe's final ISICSB meeting will be on October 8, 2020.

Chair Lampe will continue to assist the five essential Assistant System Administrators for up to six months to ensure a smooth transition.

Vice-Chair Ness expressed his appreciation and dedication for Chair Lampe's service. Vice-Chair Ness offered to submit a letter from the Board to Commissioner Bayens to encourage support throughout the transition. Peter Huffman and Michele Bischof offered support of the letter.

Patrick Updike thanked Chair Lampe for his years of support.

Motorola Project Manager ISICS Update: Motorola Project Manager Melvin Mercado reports that all coverage testing is complete and passed with a success rate of 99.4% for the available 83,886 test tiles. All documentation is completed and has been turned over to DPS along with all audio test files.

Site walks are completed, and all punch list items are complete. Paperwork review is in progress with the State.

Mr. Mercado reports that some site antennas are being adjusted after the derecho. Nine sites ran off generators following the derecho. The Cedar Rapids site generator ran for the longest duration and required refueling.

System acceptance will occur once all paperwork is complete.

FirstNet/AT&T Update: AT&T representative David Barnett yielded his time to Danny Noble, who introduced the AT&T team present on the phone to give an update on the derecho response efforts. Stacy Schwartz is the Vice-President of AT&T, Ryan Fields is from the Response Operations Group, and Andy Sackreiter is the FirstNet RAN Director.

Stacy Schwartz expressed the importance of FirstNet/AT&T's response post derecho. The team is very aware of improvements that must be made for future disasters such as the derecho. The after-action plan is essential.

Mr. Fields discussed the public safety team that manages asset deployments during a disaster and how they can receive updates during a disaster. Mr. Fields also discussed aspects of their mobilization and restoration processes and how to request deployable assets.

Mr. Sackreiter then discussed the network impacts and its use during and after the derecho. He covered the outages experienced during the event and restoration efforts.

Mr. Sackreiter then outlined future plans for over 100 permanent generators for Iowa FirstNet sites.

Chair Lampe encouraged continuing dialogue among the FirstNet Broadband Committee, FirstNet, AT&T, and the RICs.

CISA-ECD Update: Jim Lundsted from the Department of Homeland Security Emergency Management Communications Division (ECD) discussed the continued constant threat of Ransomware and the various threat vectors.

Mr. Lundsted reports that SWIC Maiers continues to contribute to the Technical Assistance (TA) training recommendations.

Development is in progress for the virtual delivery of the All-Hazards Communications Unit Leader program. The virtual training should be available within the next few months.

Standards Working Group (SWG): SWIC Maiers reports that the SWG met and reviewed a couple of standards. However, nothing has yet been moved to the Governance Committee.

The SWG received a request to create a patching standard. The SWG concluded that a procedural manual is developed for knowing how, when, and where to use patching. The SWG will continue the discussion at the next SWG meeting.

Old Business:

Sub-Regional Talkgroups Update: Operations Chair Bischof reports that the Des Moines Police Department will go live at the end of October 2020, and the Des Moines Fire Department will go live on the first of December 2020. The target date for other Des Moines Metro agencies to go live with the Sub-Regional talkgroups is the end of the calendar year 2020.

Control Station Update: SWIC Maiers reports that all PSAPs have been installed, and all have answered a test call.

One-on-one training and regional trailing are ongoing. The one-on-one training can be done virtually or in-person and is expected to be available for the foreseeable future.

SWIC Maiers will also be working on the quarterly grant report and the inventory for the grant.

Shared Systems Study Group (SSSG): SWIC Maiers reports that SSSG met, and the group is working on editing the report document to be presented to the Board. The current draft report has been sent to the SSSG members for their review and approval via online portal.

Air to Ground Policy Update: SWIC Maiers reports that the policy was distributed to all known air medical agencies and was posted for 60-day public comment. Notices were also sent out to known stakeholders directly. Some comments were supportive, but one comment requested that a procedure be outlined to include the ISICS regional interoperability talkgroups and a specific preferred order for the use of the ISICS regional interoperability talkgroups and the 700 AG channels.

Michele Bischof asked for clarification on the next step for the policy, given the comments. SWIC Maiers confirmed that the policy would likely have to go back to Operations to include the feedback received.

New Business:

User Approvals: UGC Chair Buffington made a motion to approve the following users: Blakesburg Fire and Rescue (update) – Level 2, O’Brien County EMA – Level 2, and Pottawattamie County (update) – Level 2. Michele Bischof seconded the motion. All in favor. Motion passes.

LTE Deployable Policy: Technology Chair Updike and SWIC Maiers gave a brief overview of the updated LTE Deployable Policy.

Technology Chair Updike made a motion to post the deployable policy for a 60-day public comment as written. Michele Bischof seconded the motion.

Administrative Assistant Hollie Davidson took a roll call vote. Motion passes with 8 “aye” votes (Patrick Updike, Peter Huffman, Cindy Heick, Tom Lampe, Blake DeRouchey, Andy Buffington, Michele Bischof, Haley Nichols).

The LTE Deployable Policy will be posted to the ISICSB website for public comment and distributed to the appropriate distribution lists.

Public Comment: None.

Motion to Adjourn: Peter Huffman made a motion to adjourn. Michele Bischof seconded the motion. All in favor. Meeting adjourned at 12:08 p.m.

YouTube link for the September 2020 ISICSB Board Meeting:
<https://www.youtube.com/watch?v=QvsAWAUthg0&feature=youtu.be>